

~~SECRET~~

28 July 1971

MEMORANDUM FOR: Director, Basic and Geographic Intelligence
Director of Current Intelligence
Director of Economic Research
Director of Strategic Research
Director, National Photographic Interpretation
Center
Director, Imagery Analysis Service
[redacted] 25X1
Director, Foreign Broadcast Information
Service
Director, Central Reference Service
Chief, Information Requirements Staff
Chief, Special Research Staff
Chairman, COMIREX
Chief, DDI Planning Staff
Chief, DDI Administration Staff

SUBJECT : DDI Guidelines for Presidential Libraries
Program

REFERENCE : [redacted] 25X1

1. The Agency participated with other Government agencies in contributing to the Kennedy and Johnson Presidential Libraries. In June 1969, the Richard M. Nixon Foundation, a corporation which will include a library and museum, was established at Whittier, California. The National Archives and Records Service (NARS), the controlling agency for the Presidential Libraries Program, is expected to issue a call this fall for contributions to the Nixon Library.

2. This memorandum offers the preliminary guidelines for contributions to the Nixon Library. The guidelines are based on experience gained from the Kennedy and Johnson Library programs. More specific guidelines will be issued as the Nixon Library program progresses.

A. The Director wishes to have the Agency properly record, identify and assemble our contributions to the Presidential decision process on foreign affairs, national security, and intelligence matters.

~~SECRET~~

B. NARS will also provide guidance on materials desired for inclusion in the Nixon Library. In the case of the Johnson Library NARS wanted anything known to have been seen by Johnson, anything discussed with him and anything which had significant impact during his tenure in office.

3. As in the past the Agency's contributions will be segregated into two collections.

A. Less sensitive material. i.e. FBIS reports, unclassified briefing papers, and Presidential photographs with Agency personnel. These papers will be collected and inventoried and prepared for shipment to the Nixon Library when requested by NARS.

B. Sensitive and classified documents. Regardless of their sensitivity, classification or scarcity, Intelligence Directorate documents which have been sent to the White House and the President will be assembled for eventual inclusion in the Nixon Library. The Agency will propose that these documents be kept under originating Directorate control either at Headquarters or Records Center [redacted]

25X1

4. In some cases the contributions from some areas of the Intelligence Directorate will present problems of bulk and variety. Where this occurs, the component representative and DDI Representative will select the materials for the Nixon Library. (Sensitivity and classification will not be factors, however.)

5. [redacted] CIA Librarian, has been nominated to represent this Directorate in the Agency Program. He will be assisted by [redacted] Chief of Acquisition and Dissemination Division, CRS.

25X1

25X1

6. Each addressee is requested to submit the name of its representative to [redacted] by 7 August 1971. Shortly after that date, a meeting of all DDI representatives on the Nixon Libraries program will be called by this office for planning purposes.

25X1

~~SECRET~~

7. Provisions should be made now for the assembling and recording of each component's papers in their own offices and eventual forwarding of the materials to the central DDI collection point to be located in 1H-1107. Space has been reserved at the Records Center [redacted] for the DDI contributions to the Nixon Library. 25X1

[redacted] 25X1
Edward W. Proctor
Deputy Director for Intelligence

Distribution:

- 1 - Each Addressee
- 1 - DDI Chrono
- ① - [redacted] / CIA Librarian 25X1
- 1 - DDI (Presidential Libraries file) 25X1

~~SECRET~~